



County of Los Angeles  
**CHIEF ADMINISTRATIVE OFFICE**

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012  
(213) 974-1101  
<http://cao.co.la.ca.us>

DAVID E. JANSSEN  
Chief Administrative Officer

Board of Supervisors  
GLORIA MOLINA  
First District

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Second District

ZEV YAROSLAVSKY  
Third District

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Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

May 13, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**ACCEPTANCE OF GRANT FUNDS – 2003 STATE HOMELAND SECURITY GRANT  
PROGRAM  
(ALL DISTRICTS AFFECTED) (3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Authorize the Chief Administrative Office, Office of Emergency Management to manage the grant application process that will enable the County to request up to \$9,492,276 in U.S. Department of Homeland Security, Office for Domestic Preparedness grant funds from the Governor's Office of Emergency Services. County departments and the 88 cities of the County may apply for these funds.
2. Authorize the Executive Officer of the Board of Supervisors to sign the attached resolution, which provides signature authority to the Chief Administrative Office, Office of Emergency Management for management of the grant process.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

This financial assistance is to purchase equipment and develop exercises to enhance local fire, emergency medical services, hazardous materials, urban search and rescue, law enforcement, public works, public health, and emergency management terrorism first response capabilities. Incidents of terrorism include the use of chemical and

The Honorable Board of Supervisors  
May 13, 2003  
Page 2

biological agents, as well as radiological and explosive devices. Grant funds are also available to update the Operational Area Needs Assessment. The grant will give County departments and cities an opportunity to acquire equipment in the following categories:

- Personal protective equipment (PPE)
- Explosive device mitigation and remediation equipment
- Chemical, biological, radiological, nuclear, explosive (CBRNE) search and rescue equipment
- Interoperable communications equipment
- Detection equipment
- Decontamination equipment
- Physical security enhancement equipment
- Terrorism incident prevention equipment
- CBRNE logistical support equipment
- CBRNE incident response vehicles
- Medical supplies and limited types of pharmaceuticals
- CBRNE reference materials

This grant continues the effort to equip first responders that was established in the 1999 U.S. Department of Justice grant program.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

This grant addresses the following County Strategic Plan goals:

- Goal No. 1: Service Excellence, Strategy 1 - Develop standards for user-friendly service by improving the ability of first responder agencies to deal with terrorism.
- Goal No. 2: Workforce Excellence, Strategy 2 - Create a positive work force by providing needed equipment for first responders.

The Honorable Board of Supervisors

May 13, 2003

Page 3

- Goal No. 3: Organizational Effectiveness, Strategy 3 - Collaborate across functional and jurisdictional boundaries by promoting regional capabilities for response to acts of terrorism.
- Goal No. 4: Fiscal Responsibility, Strategy 2 - Invest in public infrastructure by providing grant funds rather than jurisdictional funds for the purchase of needed equipment.
- Goal No. 5: Children's and Families' Well Being, Strategy 2 - Engage individual departments in planning efforts towards achieving the five outcomes for children and families by enhancing their safety and survival.
- Goal No. 8: Public Safety, Strategy 2 - Identify essential equipment and necessary training for all County first responders by evaluating/assessing previous equipment purchases, and planning and exercising for the proper use of the equipment.

#### **FISCAL IMPACT:**

This is a fully funded grant from the U.S. Department of Homeland Security from Fiscal Year 2003, as authorized by 1) Public Law 108-7, the Omnibus Appropriations Act of 2003; 2) Public Law 107-56, the USA Patriot Act of 2001; and 3) Public Law 107-296, the Homeland Security Act of 2002. There are no matching fund requirements. Cities and County departments with first responder missions are eligible to apply for funding under this grant.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The State of California has established the following Operational Area responsibilities for the 2003 Homeland Security Grant Program.

- Appoint an Anti-Terrorism Approval Body in accordance with the California Homeland Security Funding Plan.

The Honorable Board of Supervisors

May 13, 2003

Page 4

- Coordinate with jurisdictions and disciplines that comprise the Operational Area to compile the equipment requests, exercise plans, and the plans to update/enhance the Operational Area Needs Assessment into a single grant application package to be submitted to the Governor's Office of Emergency Services.
- Use the data gathered in the previously completed and approved Office of Justice Programs Needs Assessment, and consider the following points in order to prioritize equipment purchases:
  - Analyze current equipment availability and prioritize the shortfalls to be met with this and future equipment purchases.
  - Distribute equipment in a manner that closes gaps in existing capabilities.
  - Train staff to operate and maintain the equipment.
- Maintain an equipment tracking system.
- Conduct threat- and performance-based exercises in accordance with the Office for Domestic Preparedness' (ODP) Homeland Security Exercise and Evaluation Program manuals.
- Within 30 days from the completion of each exercise, prepare After-Action Reports and Corrective Action Plans for each exercise conducted with ODP grant funds or their direct support.
- Prepare quarterly progress reports for the duration of the grant period.

The County Office of Emergency Management, in coordination with the 2003 Homeland Security Grant Planning Task Force, (which includes representatives from County and cities' first responder agencies), will manage the grant application process using the following procedures:

The Honorable Board of Supervisors  
May 13, 2003  
Page 5

- Applicants will be provided with an on-line application system to facilitate application submission and facilitate subsequent review and approval of applications.
- Applicants will be required to submit their applications to the County Office of Emergency Management by May 6, 2003.
- The Homeland Security Grant Planning Task Force will complete the review and make recommendations on the applications by May 9, 2003.
- The recommendations will be forwarded to the Anti-Terrorism Approval Authority who will approve the final recommendations by May 13, 2003.
- The Office of Emergency Management will submit one application to the State by May 14, 2003. This application will include all approved County departments' and cities' applications.

The State Office of Homeland Security has given operational areas a very tight timeframe in which to apply for this grant. We have requested that the application deadline be extended to June 30, 2003 in order to allow sufficient time to adequately plan for the distribution of the funds; however, we are prepared to move forward with the timelines listed above, if necessary.

The Honorable Board of Supervisors  
May 13, 2003  
Page 6

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The Office of Emergency Management will manage this grant with input from the Homeland Security Grant Planning Task Force.

A signed copy of the Grant Management Statement for Grants \$100,000 or more is attached.

Respectfully submitted,

DAVID E. JANSSEN  
Chief Administrative Officer

DEJ:SRH  
CP:LM:cm

**Attachments**

c: County Counsel  
Auditor-Controller  
Emergency Management Council  
Emergency Management Council Steering Committee  
Emergency Management Council Subcommittee

## ***Governing Body Resolution***

***BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES***  
(Governing Body) (Name of Applicant)

***THAT THE ADMINISTRATOR OF THE COUNTY OFFICE OF EMERGENCY MANAGEMENT, OR***  
(Name or Title of Authorized Agent)

***ANY ASSISTANT ADMINISTRATOR OF THE COUNTY OFFICE OF EMERGENCY MANAGEMENT***  
(Name or Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the named applicant, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance under the State Homeland Security Grant Program.

Passed and approved this \_\_\_\_ day of May, 2003

## ***Certification***

I, VIOLET VARONA-LUKENS, duly appointed EXECUTIVE OFFICER OF THE BOARD OF SUPERVISORS of the COUNTY OF LOS ANGELES, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the BOARD OF SUPERVISORS of the COUNTY OF LOS ANGELES on the \_\_\_\_ day of May, 2003.

EXECUTIVE OFFICER OF THE BOARD OF SUPERVISORS  
(Official Position)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**APPROVED AS TO FORM**  
**LLOYD W. PELLMAN, County Counsel**

BY

*Eric Young*  
\_\_\_\_\_  
**DEPUTY**

# Los Angeles County Chief Administrative Office

## Grant Management Statement for Grants \$100,000 or More

<b>Department:</b> Chief Administrative Office		
<b>Grant Project Title and Description</b>		
FY03 STATE HOMELAND SECURITY GRANT PROGRAM – financial assistance to 1) purchase equipment to enhance first response capabilities in the areas of fire, law, health, etc., 2) update and implement the state homeland security strategy, and 3) plan, design, develop, and conduct exercises for first responders.		
<b>Funding Agency</b>	<b>Program (Fed. Grant #/State Bill or Code #)</b>	<b>Grant Acceptance Deadline</b>
Dept. of Homeland Security	P.L. 108-7, Omnibus Approp. Act of 2003	May 14, 2003
<b>Total Amount of Grant Funding:</b> \$9,492,276		<b>County Match:</b> None
<b>Grant Period: Date of award letter</b>	<b>Begin Date:</b>	<b>End Date:</b> 10/31/04
<b>Number of Personnel Hired Under This Grant:</b> 0	<b>Full Time:</b>	<b>Part Time:</b>
<b><u>Obligations Imposed on the County When the Grant Expires</u></b>		
Will all personnel hired for this program be informed this is a grant-funded program?	Yes___	No X
Will all personnel hired for this program be placed on temporary ("N") items?	Yes___	No X
Is the County obligated to continue this program after the grant expires?	Yes___	No X
If the County is not obligated to continue this program after the grant expires, the Department will:		
a.) Absorb the program cost without reducing other services	Yes___	No X
b.) Identify other revenue sources (describe below)		
	Yes___	No X
c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.	Yes___	No X
<b>Impact of additional personnel on existing space:</b>		
Does not apply to this grant.		
<b>Other requirements not mentioned above:</b>		

Department Head Signature \_\_\_\_\_

Date: \_\_\_\_\_



